

## Shelter / NFI / CCCM General Cluster Meeting Minutes

**Venue:** UNHCR Office in Sana'a

**Date/Time:** 11 February 2018 at 10:00 – 12:30 PM

Issues discussed	Action required/carried out
<p><b>1. Introduction and Ground Rules</b></p> <ul style="list-style-type: none"> <li>a. A round of introductions took place. Please refer to the attendance list in Annex 1.</li> <li>b. UNHCR and AIEkram foundation will lead the Sub-National Cluster in Sa'adah</li> <li>c. Farhan AlMunabbehy will be UNHCR's focal point in Sa'ada</li> <li>d. Sa'ada hub is covering Sa'ada and Al Jawf governorates</li> <li>e. Marwan Al-Sabri will be the Sub-National Cluster Coordinator in southern Taizz</li> <li>f. It was highlighted that the Cluster Coordination Team contacts is being repeated on each meeting in order for Partners to know whom to contact at the National and the Sub-Nationals Cluster level.</li> </ul>	<p><b>AIEkram Foundation to send the name of the Sub-National Cluster Coordinator in Sa'adah</b></p>
<p><b>2. Review of previous Minutes of Meeting (MoM)</b></p> <ul style="list-style-type: none"> <li>a. CCT to announce who will lead the Sub-National cluster in Sa'ada. <b>Completed.</b> <b>Update:</b> Results already shared with the SAG for validation and concerned Partners.</li> <li>b. CCT to follow up with NRC if they made a replacement for Marwan Al-Sabri. <b>Completed.</b> <b>Update:</b> NRC have confirmed that they will support coordination in Taiz but will have a meeting Monday to discuss the ToR.</li> <li>c. CCT will send an invitation to partners to lead the available TWiGs. <b>Completed.</b> <b>Update:</b> Leads and Co-leads have been identified for all TWiGs.</li> <li>d. After identifying the lead and Co-lead of each TWiG, an invitation will be sent to members to join any working group they desire based on their knowledge and experience. <b>Completed.</b> <b>Update:</b> Members have been identified for all TWiGs. However in some TWiGs there is still space for additional volunteers but that will addressed when the TWiG have started to work on the assigned technical topic.</li> <li>e. CCT will look into the recommendation to have an emergency response group to coordinate emergencies. <b>Pending.</b> <b>Update:</b> CCT to send an email asking for volunteers.</li> </ul>	<p><b>YRCS to share emergency response focal points contact information</b></p>



<p>f. CCT to hold bilateral meeting with YRCS to identify avenues of collaboration in emergency response and displacement tracking. <b>Completed.</b> <b>Update:</b> Meeting was held on 22/01 with agreement on sharing FP information which was not shared yet with the CCT.</p> <p>g. CCT to share the winter support matrix with partners in order to fill it. <b>Pending.</b> <b>Update:</b> Winter matrix shared with Sub National Cluster Coordinators for them to update with their Partners.</p> <p>h. YFCA still waiting for IOM to disburse funds to be able to start distribution of winterization NFIs cash grants. <b>Completed.</b> <b>Update:</b> CCT Contacted HPF unit to speed up the process.</p> <p>i. Cluster IM focal point will share with the cluster partners the plan of moving from Excel to ActivityInfo after finalizing it. <b>Pending.</b> <b>Update:</b> Not finalized yet.</p> <p>j. Cluster IM focal point will send a reminder to partners to participate in IM focal point survey with deadline extended to Thursday 18<sup>th</sup> December 2018. <b>Completed.</b> <b>Update:</b> List of focal points received.</p> <p>k. CCT to look into prepositioning stocks in priority locations with Partners. <b>Pending.</b> <b>Update:</b> This will be looked into for the next HPF first Allocation 2018.</p>	<p><b>Any partner did not participate in the IM focal point survey to share the data directly with the National Cluster IM focal point</b></p>
<p><b>3. Update on Al Hudaydah Response</b></p> <ul style="list-style-type: none"> <li>- RCT in Al Hudaydah had a meeting with the governor and the idea of establishing camps in AISukhna district and provide more cash assistance in the south was discussed.</li> <li>- <b>It was explained</b> that it is better to assist people where they choose to settle also Alsokhna district is close to the frontlines. <b>Cluster Coordinator</b> encouraged partners that have offices in Al Hudaydah, Aden and Ibb hubs to try to be part of the response and coordination at the Sub-National level and be active in providing information and updates. Also he motivated partners to move from in-kind to cash where feasible because provision of cash assistance is much faster, less logistically challenging and people can spend the cash in their priority needs.</li> </ul> <p><b>Participants Illustrations:</b> <b>DRC:</b> mentioned that the main challenge in Al Hudaydah is granting approval from authorities to provide response. <b>Bayt Alensaniah Foundation requested clarification</b> on the alternatives for establishing camps especially that IDPs movements are very dynamically from one place to another. It was clarified that camps are not sustainable solution, cost too much to be established and maintained, isolate IDPs from</p>	<p><b>CCT to circulate Al Hudaydah / Taizz displacement dashboard to partners each week</b></p> <p><b>Sub-National cluster focal points to contact the focal points of NMCHA to share with partners</b></p>



<p>the community and people are not always safe / could be easily targeted. In camp you have to give them all support (Water, education...ect) but in host community IDPs mix up with the community and both the IDPs and the community benefit from the services.</p> <p><b>Bayt Alenshaniah Foundation mentioned that expressed that</b> he is not supporting the idea of establishing camps but he wondering what is the way to differentiate between the new and the old IDPs caseload especially for the IDPs who are living with host families.</p> <p>It was confirmed that no shortcut way to know that but the effective way is to have focal points on the ground</p> <p><b>ExU</b> encouraged Partners to approach the Executive Unit as they have a detailed database of the IDPs and have the capacity to assist any partner has a project to implement</p>	
<p><b>4. Update on Winterization Support</b></p> <ul style="list-style-type: none"> <li>- No In-kind, Voucher winter support assistance shall be distributed after February but Cash assistance can be discussed as IDPs could buy anything that they need.</li> <li>- <b>YFCA:</b> All of their winter support interventions are cash</li> <li>- <b>NRC:</b> Finalized the winter support distributions.</li> <li>- <b>LMMPO:</b> Asked if it is possible that organizations submit winter support assistance projects for the HPF first allocation 2018 to be implemented in October?</li> </ul> <p>It was explained that this idea may not be accepted as it will be too early to be funded in the first allocation but rather it will be more appropriate for the second allocation that shall take place before the next winter season.</p>	
<p><b>5. Update on IDP Hosting Sites</b></p> <p>Points discussed on the CCCM meeting:</p> <ul style="list-style-type: none"> <li>- Integrated response will be given to the IDPs in 317 prioritized site, which need to be decreased, and 44 sites will be piloted. In 44 sites, identification of needs and provision of response will be done jointly across all Clusters to address the gaps. Focal points for each site will be determined.</li> <li>- Minimum assistance package for all clusters that was agreed in 2017 will be used in 2018</li> <li>- Four partners were interested in IDPs hosting site TWIG but only two would be chosen to lead (INGO, NGO)</li> </ul>	<p><b>CCT to circulate the integrated response methodology with the partners</b></p> <p><b>CCT to share the pilot sites with the ExU to specify the focal points</b></p>
<p><b>6. Update from partners</b></p> <p><b>Marafea Al Yemen:</b> Suggested that ExU share a list of focal points with information on their role and the mechanism of work and coordination with them.</p> <p>It was explained that the CCT will ask NMCHA to share the focal points on the ground in order to share it with Cluster partners.</p> <p><b>YFCA</b> mentioned that they have a cash assistance project in <u>Huth district but they have gap of partners to assist 44 family.</u></p>	<p><b>CCT will ask NMCHA to share the focal points on the ground in order to share it with Cluster partners.</b></p>

<p><b>SAMA Al Yemen</b> offered their readiness to cover the gap <b>Yemen AlKhair Foundation</b> asked for recommendations on how to get de-confliction for the trucks movements <b>SAMA Al Yemen</b> also has have difficulties on getting de-confliction for the trucks movements on the road. Moreover it takes three weeks to get approval for the de-confliction of fixed locations such as warehouses or distribution sites even during emergencies <b>Cluster Coordinator</b> will rise the issue in the next ICCM to know if there is a mechanism to de-conflict trucks movements.</p>	
<p><b>7. AoB</b></p> <ul style="list-style-type: none"> <li>- CCT looking for key resource persons who will support the cluster and will be provided with trainings if needed. The volunteers will need to committee to support for at least 9 months. Its preferably to have the same system atthe National level and Sub-National level. Resource persons should have some experience since the Cluster will not be providing trainings from scratch.</li> <li>- No information submitted to the FTS for funds received in 2018</li> <li>- CCT emphasized that no more than one representative per agency shall register for the general Cluster meetings and try to register only if you will attend.</li> </ul>	<p><b>CCT to share a survey to partners to volunteer to be a key resource person for particular theme.</b></p>

## Annex 1: List of Participants

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